

Approved March 8, 2017

**Town Meeting Coordinating Committee
Minutes for April 14, 2016, 3:00 – 5:00 pm
Bangs Center, Glass Room**

Present: Peggy Roberts, Mary Streeter, Alan Powell, Chris Riddle, Melissa Perot, Barbara Ford.

Peggy Roberts called the meeting to order at 3:15 PM.

1. **Public Comment:** None.
2. **Electronic Voting:** The electronic voting committee has written out instructions on using the clickers which will be included in the second packet. Mary advised handing it out at precinct meetings as well.
3. **Warrant Review Evaluation:** Chris reported on the 12 evaluations of the Review, generally positive. Suggestions included more video on the list of articles, zoning forums held every year, submitting questions in advance, and allowing more questions. Melissa said we should emphasize there be no advocacy. Peggy reported a delay in Amherst Media listing the video of the meeting.
4. **Zoning Information Forum:** The forum will not be broadcast live by Amherst Media live but taped for future broadcast. Christine Brestrup will bring copies of the zoning primer. Mary will send out a notice to TM members about the forum and recommend bringing their list of warrant articles.
5. **Bus Tour:** Alan and Pat did a test run of the bus tour's route. Doug Slaughter will take part and present JCPC and finance committee articles. Chris Riddle will arrange to have the parking meters at the Jones Library bagged so the bus can pull off there. Jim Wald will meet the bus there to explain articles concerning the History Museum (Strong House). David Ziomek will meet the bus at Groff Park to explain the article concerning improvements there.
6. **Precinct Meetings:** Peggy will ask the Finance Committee to send representatives to the meetings.
7. **Contacting New Town Meeting Members:** Barbara, Chris, and Mary all reported having good conversations with newly-elected TM members.
8. **Orientation for New Town Meeting Members:** Peggy will contact moderator Jim Pistrang.
9. **Materials for 2nd Packets:** All set.
10. **Town Website:** Mary will check on the TM information needed there.
11. **Open Meeting Law:** We reminded one another the Open Meeting Law does not allow emails discussing issues to all the members of a committee.
12. **Discussion of Future Projects:** Discussion postponed.
13. **Topics Not Anticipated 48 Hours Before Meeting:** Chris would like to discuss issues about the Charter Commission. Peggy will remind Jim Pistrang to describe process for nominations to TMCC.
14. **Scheduling of Meetings:** Our next meeting will be on May 5th at 3 PM.

15. **Minutes:** Reviewing of minutes was postponed.

The meeting adjourned at 5:21 PM.

Minutes submitted by Patricia Holland, Clerk.

Documents Distributed:

Agenda

Draft of slides for Amherst Media

Draft minutes for Feb. 11, March 31, April 7

Warrant Review Evaluations

Bus tour sites